

MANAGEMENT MEMO

SUBJECT:

BUY RECYCLED CONTENT PRODUCTS

REFERENCES:

SECTION: PCC 12150-12226 & PRC 42200-42895

NUMBER:

99-01

DATE ISSUED:

02/23/99

EXPIRES:

02/23/00

ISSUING AGENCY:

DEPARTMENT OF GENERAL SERVICES

State law requires all state agencies to purchase recycled content products (RCP) in lieu of virgin products. Listed below are the categories in which recycled content products must be purchased and the minimum purchase percentage requirements by effective date.

RCP Categories	Minimum Purchase	Requirements by
	Percentage <u>1-1-98</u>	Date <u>1-1-00</u>
PAPER PRODUCTS, other	50	50
FINE PRINTING AND WRITING PAPER	35*	40*
NEWSPRINT	40	50
COMPOST and CO-COMPOST	30	50
GLASS	30	50
OIL	30	50
PLASTIC	30	50
SOLVENTS and PAINT	30	50
TIRES	30	50
TIRE DERIVED PRODUCTS	30	50
STEEL, flat rolled	30	50

* This is the required percentage for the Department of General Services; for all other state agencies the requirement is 25 percent for each specified year.

This management memo is issued to remind the Department of General Services of its statutory requirements and to recommend that all other state agencies implement policies and procedures to achieve compliance with their minimum purchase percentage requirements at the earliest possible date.

The statute, as enacted, does not offer cost as a decision discriminator; therefore, the goals must be achieved notwithstanding cost. In order to minimize cost differentials, the Department of General Services, Procurement Division, maintains statewide contracts for recycled content products. Currently, those contracts for recycled content products include OTHER PAPER PRODUCTS, FINE PRINTING AND WRITING PAPER, OIL, PLASTIC, PAINT, GLASS and STEEL.

The Department of General Services, Procurement Division, is available to assist you with your recycled content product purchases. For further information concerning recycled content products or copies of current contracts, please contact Patrick Bailey, Procurement Division, at (916) 323-7666.



CLIFF ALLENBY, Interim Director
Department of General Services